

Position Title: Refuge Intern (General)

Number of Positions: 1

Living Allowance: As a result of recent changes in FWS policy, local interns (those that have a permanent residence and live within a 50-mile radius of the refuge) are not eligible to receive a living allowance. Non-local interns are eligible for a \$215 weekly living allowance. A limited amount of housing is available and may be provided subject to availability and the particular needs and circumstances of each intern.

Location: Great Swamp National Wildlife Refuge, Basking Ridge, NJ

Dates of Employment: On or around May 18 - August 7, 2015 (12 weeks, 40 hours per week)

Qualifications: Applicants must be at least eighteen years of age, have the ability to work independently and as part of a team, and have good physical ability. Must have a valid driver's license and personal vehicle, though a government vehicle will be provided for official duties. Bachelor's degree (or pursuing) in parks and recreation, environmental resources management, outdoor education, or related field required. Field work experience preferred. Experience operating landscaping/power tools (i.e., weed whacker, lawn mower, cordless drill, etc.), working on public use improvement projects, controlling invasive plants, conducting biological surveys, and interacting with the public a plus.

Duties: Intern(s) will work closely with staff and volunteers to maintain refuge grounds and facilities, manage habitats, monitor wildlife populations, and provide administrative and visitor services support. Work will include, but is not limited to, trail maintenance, visitor services activities, general grounds and facility maintenance, and public use improvements. Other duties will include assisting in the control of invasive plant species, participating in habitat restoration activities, and assisting with biological surveys. Must have strong communication, interpersonal, and organizational skills to ensure that assigned tasks are completed in a thorough, timely, and professional manner. Work schedule will be standard Monday through Friday 8-hours per day with Federal holidays off. Occasional weekend and evening work may be required.

How to Apply: Send letter of interest, resume, and a list of 3 references with phone numbers or e-mail addresses to address below (e-mail preferred). For email applications, reference the position "Refuge Intern (General)" in the subject line of the email.

Closing Date: January 22, 2015

Contact Person: Dorothy Fecske

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